

sample RASCI responsibility matrix

	Anna	Bob	Jo	Susie	Ben	Lucy
Video production	A	C	R	S		
Sales & marketing strategy		A	R		S	S
Leaflets	S	A	R	S	C	I
HR, Health & safety	I	I	A+R	I	I	I
Performance reports		I	I		A+R	I

- A Accountable for results, outcomes
- R Responsible for making sure the work gets done
- S Supports with resources, people
- C Must be consulted
- I Must be informed